



# Rural Education Achievement Program

Title VI-B, Subpart 2  
Rural and Low-Income Grant  
Consolidated Application Guidance

# Rural Education Programs

The Rural Education Achievement Program provides funds to support students and teachers in rural locations to improve achievement levels and meet the Maine Learning Results Standards.

- School administrative units (SAUs) may be eligible for one of two federal grants: the Small Rural Schools Achievement Grant (SRSA – Subpart 1) or the Rural Low-Income School Grant (RLIS – Subpart 2) .
- The U.S. Department of Education provides the SRSA grant to small, local, rural SAUs (fewer than 600 students in the SAU in daily attendance).
- The RLIS grant is a formula grant the Maine Department of Education distributes to eligible rural SAUs that do not qualify for the SRS grant, but meet the Title IA poverty criteria and are classified as rural communities.

# RLIS Grant Eligibility Criteria

- School with a locale code of 6,7, or 8 issued to each SAU by the National Center for Education Statistics
- Average daily attendance (ADA) from the first day of school until Dec. 1 of that year
- Poverty level as determined by the NCLB/ESEA Title IA program

# RLIS Grant Goals

**More than 50% of Maine students attend a rural school.**

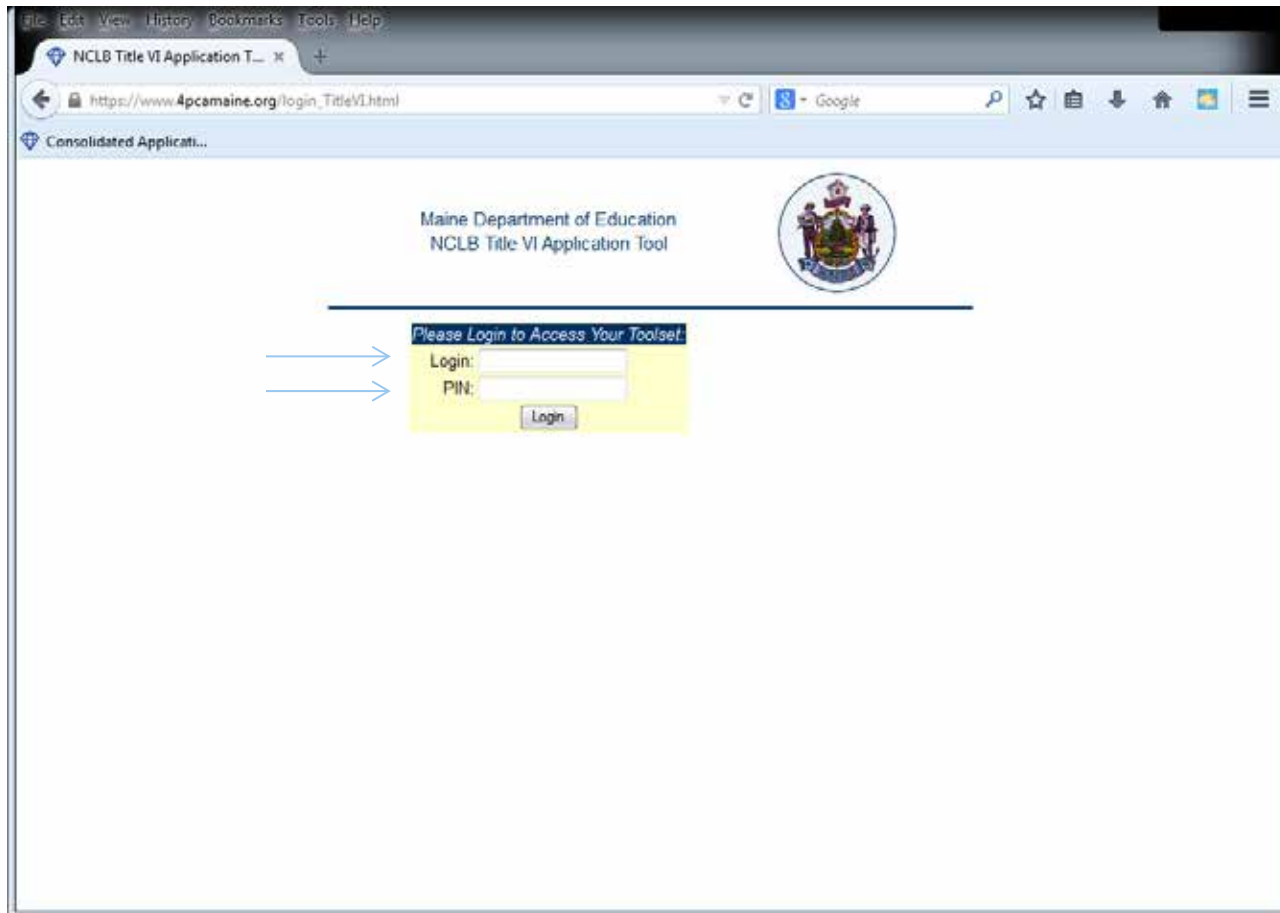
The RLIS funds can be utilized for the following types of projects:

- Recruitment and retention of teachers
- Professional development for teachers
- Class size reduction
- Parental involvement activities
- Activities authorized under Title I, Part A
- Activities authorized under Title II, Part D
- Activities authorized under Title III, Part A
- Activities authorized under Title IV, Part A
- Program Administration (up to 4% of total award)

# RLIS Grant Deadlines

Project Performance Report	September 15, 2014
New Application	November 1, 2014
End-of-Year Carryover Report	January 1, 2015
Rural Application Form (ADA)	January 1, 2015
Final Expenditure Report	June 30, 2015

# Login



The screenshot shows a web browser window with the address bar displaying [https://www.4pcmaine.org/login\\_TitleVI.html](https://www.4pcmaine.org/login_TitleVI.html). The page title is "NCLB Title VI Application T...". The main content area features the text "Maine Department of Education" and "NCLB Title VI Application Tool" next to the state seal of Maine. Below this, a yellow box contains the text "Please Login to Access Your Toolset:". Two blue arrows point to the "Login:" and "PIN:" labels within this box. The login fields are text input boxes, and a "Login" button is located below them.

Maine Department of Education  
NCLB Title VI Application Tool

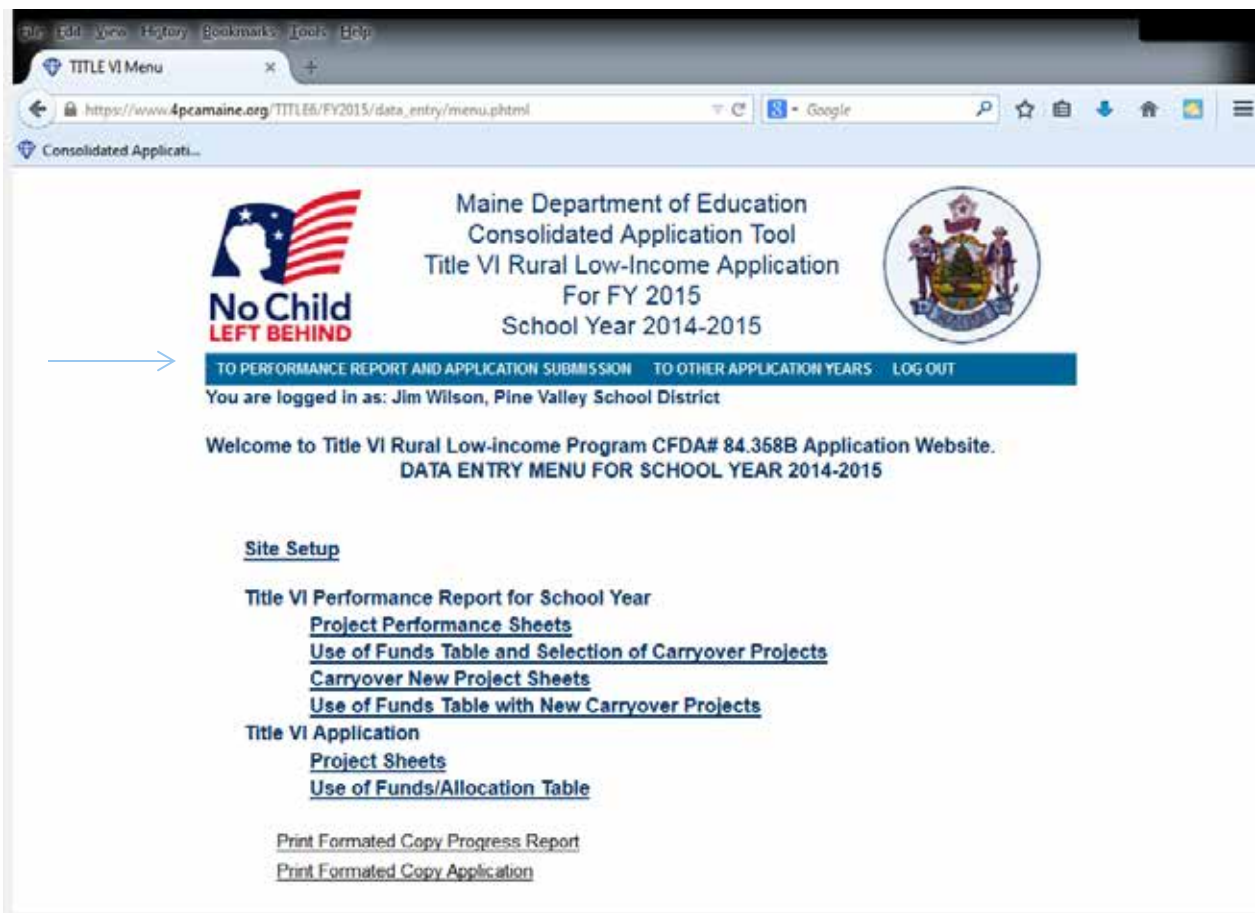
Please Login to Access Your Toolset:

Login:

PIN:

Login

# Performance Report



The screenshot shows a web browser window with the address bar displaying "https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/menu.phtml". The page title is "TITLE VI Menu". The main content area features the "No Child LEFT BEHIND" logo on the left, the Maine Department of Education seal on the right, and the title "Maine Department of Education Consolidated Application Tool Title VI Rural Low-Income Application For FY 2015 School Year 2014-2015". A blue navigation bar contains links: "TO PERFORMANCE REPORT AND APPLICATION SUBMISSION", "TO OTHER APPLICATION YEARS", and "LOG OUT". Below the navigation bar, it states "You are logged in as: Jim Wilson, Pine Valley School District". A welcome message reads: "Welcome to Title VI Rural Low-income Program CFDA# 84.358B Application Website. DATA ENTRY MENU FOR SCHOOL YEAR 2014-2015". The menu is organized into sections: "Site Setup", "Title VI Performance Report for School Year" (with sub-links: "Project Performance Sheets", "Use of Funds Table and Selection of Carryover Projects", "Carryover New Project Sheets", "Use of Funds Table with New Carryover Projects"), "Title VI Application" (with sub-links: "Project Sheets", "Use of Funds/Allocation Table"), and two print options: "Print Formated Copy Progress Report" and "Print Formated Copy Application".

TO PERFORMANCE REPORT AND APPLICATION SUBMISSION TO OTHER APPLICATION YEARS LOG OUT

You are logged in as: Jim Wilson, Pine Valley School District

Welcome to Title VI Rural Low-income Program CFDA# 84.358B Application Website.  
DATA ENTRY MENU FOR SCHOOL YEAR 2014-2015

Site Setup

Title VI Performance Report for School Year

- Project Performance Sheets
- Use of Funds Table and Selection of Carryover Projects
- Carryover New Project Sheets
- Use of Funds Table with New Carryover Projects


Title VI Application

- Project Sheets
- Use of Funds/Allocation Table

Print Formated Copy Progress Report

Print Formated Copy Application

# Performance Report

 **Maine Department of Education**  
**Consolidated Application Tool**  
**Title VI Rural Low-Income Application**  
**For FY 2015**  
**School Year 2014-2015** 

[TO PERFORMANCE REPORT AND APPLICATION DATA ENTRY](#) [TO OTHER APPLICATION YEARS](#) [LOG OUT](#)

**APPLICATION SUBMISSION MENU FOR 2014-2015**

<b>Pine Valley School District</b>			<b>Project Coordinator: Jim Wilson</b>
<b>Title VI Performance Report</b>			
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-05-12	<input type="radio"/> Accepted	<a href="#">Cover Sheet and Signature page</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-05-12	<input type="radio"/> Accepted	<a href="#">Project Performance Sheets</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-09-22	<input type="radio"/> Accepted	<a href="#">Use of Funds Table and Selection of Carryover Projects</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-09-22	<input type="radio"/> Accepted	<a href="#">Carryover New Project Sheets</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-09-22	<input type="radio"/> Accepted	<a href="#">Use of Funds Table with New Carryover Projects</a>
<b>Title VI Carryover Project Narrative &amp; Expenditure Report</b>			
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-05-12	<input type="radio"/> Accepted	<a href="#">Carryover Project Narrative &amp; Expenditure Report</a>

[Print Formatted Copy Progress Report](#)  
[Print Formatted Copy Application](#)




# Select Project

FILE Edit View History Bookmarks Tools Help


TITLE VI - Project Sheets

https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/t6pr\_part2.phtml

Consolidated Applicati...



Maine Department of Education  
Consolidated Application Tool  
Title VI Rural Low-Income Application  
For FY 2015  
School Year 2014-2015



[TO MENU](#)

You are logged in as: Jim Wilson, Pine Valley School District

Title VI - RURAL Low-Income : Project Performance Sheets			
Unit	Project #	Title	Action
Pine Valley School District	1	Literacy Intervention	<a href="#">Edit</a>
Pine Valley School District	2	Leadership Institute 4-8	<a href="#">Edit</a>

[TO MENU](#)



# Project Performance Sheet

File Edit View History Bookmarks Tools Help

Title VI PR- Rural Low-Inco... x

https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/t6pr\_part2b.phtml

Consolidated Applicati...

**NCLB Project Performance Sheet** **Title VI - Rural Low-Income**

**Project: Literacy Intervention**

1. What was the primary allowable activity that this project was being developed under?

☒ Activities authorized under Title I-A.

2. Project Description (What, where and why):

Students struggling with literacy from grades 1 and 2 will be identified through STAR by September 30, 2014. Students identified as performing 5 years or more behind grade level will receive individualized small group (3-4 children in each group) literacy intervention five days a week for 45 minutes. The small group sessions will be facilitated by a literacy coach that will be supported with 50% Title VI funds and 50%. Students will be assessed on a weekly basis to enable the interventionist to create target data-driven lesson plans for Title I small group. STAR assessments will be administered on September 30, January 5, and April 8.

3. Outcome(s)/Performance Indicator(s) (Provide specific results data as outlined in your application):

Students were assessed on a weekly basis. As a result, the interventionist was able to reconfigure small groups on a monthly basis based on the needs of the students. The end of year assessments showed a 1.30 year average gain for the students involved in the literacy intervention program. 89% of the 23 students receiving the intervention were performing at grade level by the end of the year.

4. Overall Project Self-Evaluation Outcome Rating:

☒ Exceeded  
☐ Met  
☐ Partially Met  
☐ Did Not Meet

5. Project Expenditures: (Use whole dollars only (no cents))

	100,000 Salaries & Benefits	100-500 Contracts	500 Travel	800 Supp/Dbooks	700 Equipment	700 Capital Equipment	850 Other	Total
Budget	\$70,000	30	30	30	30	30	30	\$70,000
Expenditures	70000	0	0	0	0	0	0	70000



Post/Update

TQ TITLE VI PROJECT SHEETS

# Project Performance Sheet

1. Provide a clear description of the project outcomes and progress toward the measurable goal(s) created in the application. The data provided in the performance report MUST align with the goals created in the original application.
2. Determine whether the goals were exceeded, met, partially met, or not met. If not met, provide an explanation.
3. Include project expenditures. This information MUST align with the GEMs reimbursement system.
4. Post the update.

# Use of Funds Table

 **Maine Department of Education**  
Consolidated Application Tool  
Title VI Rural Low-Income Application  
For FY 2015  
School Year 2014-2015 

[TO PERFORMANCE REPORT AND APPLICATION DATA ENTRY](#) [TO OTHER APPLICATION YEARS](#) [LOG OUT](#)

**APPLICATION SUBMISSION MENU FOR 2014-2015**

<i>Pine Valley School District</i>			<i>Project Coordinator: Jim Wilson</i>
<b>Title VI Performance Report</b>			
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-05-12	<input type="radio"/> Accepted	<a href="#">Cover Sheet and Signature page</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-05-12	<input type="radio"/> Accepted	<a href="#">Project Performance Sheets</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-09-22	<input type="radio"/> Accepted	<a href="#">Use of Funds Table and Selection of Carryover Projects</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-09-22	<input type="radio"/> Accepted	<a href="#">Carryover New Project Sheets</a>
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-09-22	<input type="radio"/> Accepted	<a href="#">Use of Funds Table with New Carryover Projects</a>
<b>Title VI Carryover Project Narrative &amp; Expenditure Report</b>			
<input checked="" type="radio"/> Open	<input type="radio"/> Completed 2014-05-12	<input type="radio"/> Accepted	<a href="#">Carryover Project Narrative &amp; Expenditure Report</a>

[Print Formatted Copy Progress Report](#)  
[Print Formatted Copy Application](#)

# Use of Funds Table

File Edit View History Bookmarks Tools Help

TITLE VI Performance Repo... x

https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/t6pr\_part3.phtml

Consolidated Applicati...

Must-Use Income Authorized Activities	Budgeted	Expended
1. Teacher recruitment and retention, including the use of signing bonuses and other financial incentives, per the No Child Left Behind Act of 2001.	\$0	\$0
2. Class Size Reduction Position (CSR) Rules as described in part A of Title II, per the No Child Left Behind Act of 2001.	\$0	\$0
3. Teacher professional development, including programs that train teachers to utilize technology to improve teaching and to train special needs teachers, per the No Child Left Behind Act of 2001.	\$0	\$0
4. Educational Technology, including software and hardware, as described in part D of Title II, per the No Child Left Behind Act of 2001.	\$0	\$0
5. Parental involvement activities, per the No Child Left Behind Act of 2001.	\$0	\$0
6. Activities authorized under the Safe and Drug-Free Schools program under part A of Title IV, per the No Child Left Behind Act of 2001.	\$0	\$0
7. Activities authorized under part A of Title I, per the No Child Left Behind Act of 2001.	\$180,000	\$88,000
8. Activities authorized under Title III, per the No Child Left Behind Act of 2001.	\$0	\$0
9. Program administration (do not exceed 4% of the total grant).	\$0	\$0
Total Expended - Cannot be more than allocated. The total is displayed in the "unexpended balance" row in the table below.	\$180,000	\$88,000

Carryover Determination Table: This table indicates if you have any carryover funds. If you have carryover, complete the carryover request. If you have no carryover, no other paperwork is needed.

Amounts - Summary and Sub-Total	
Amount Granted	\$180,000
Amount Expended	\$88,000
Balance (Carryover)	\$92,000

Carryover Request Table: If you have carryover, complete this table for each project you plan to support with your remaining funds. The estimated budget must add up to the carryover amount in the Carryover Determination Table. Carryover needed to be submitted by December 31, 2009. Extension Contracts will be considered if requested in a timely manner.

Project Title	Continuation of an approved project	Total of unexpended funds	Estimated Carryover Budget
LITERACY INTERVENTION	<input checked="" type="radio"/> Yes <input type="radio"/> No	\$0	\$0
LEARNING INTERVENTION	<input checked="" type="radio"/> Yes <input type="radio"/> No	\$40,000	\$20,000
Estimated Total Carryover Budget		\$40,000	\$20,000

Pre-submit

# Use of Funds Table and Carryover

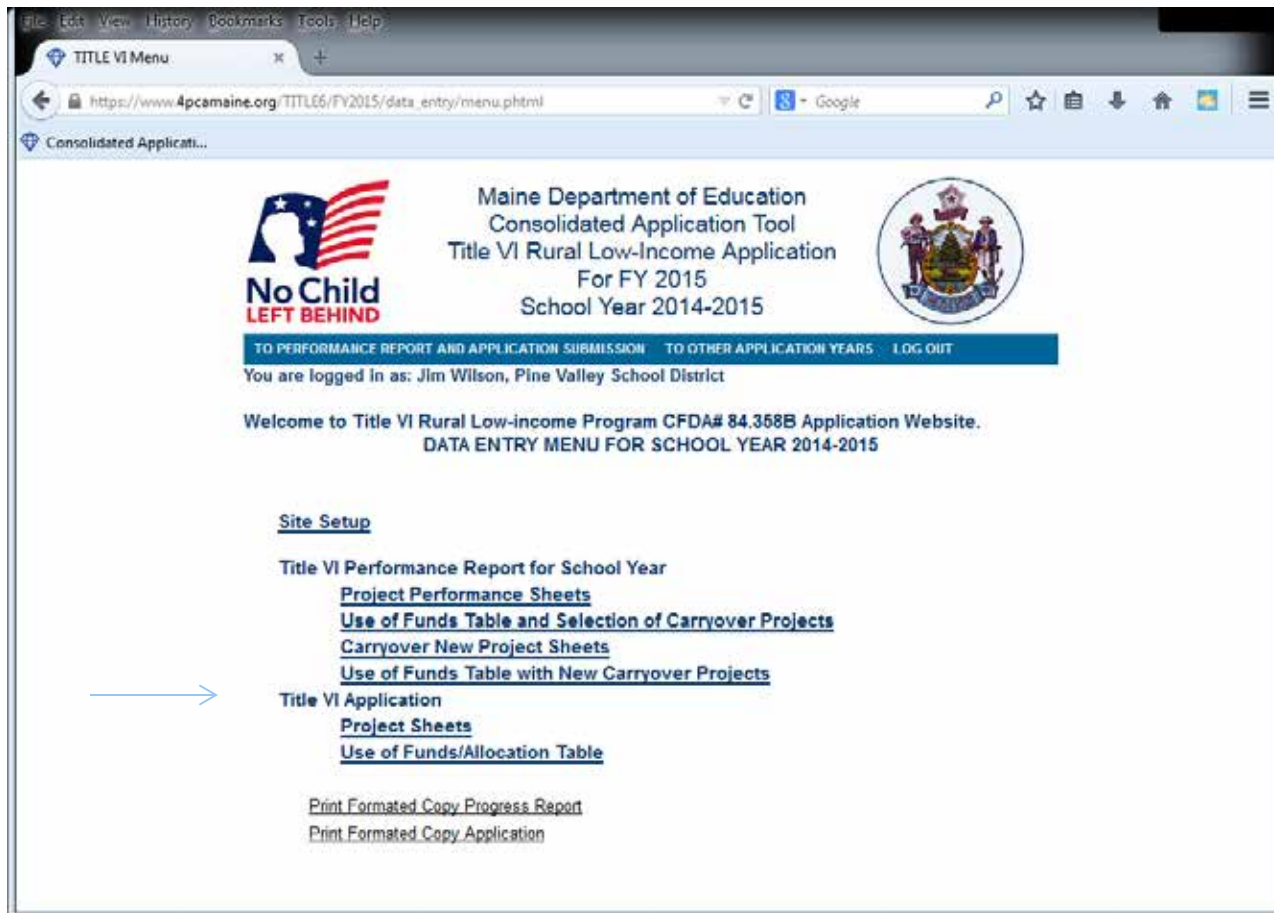
- If funding still remains, be sure to select an existing project that you would like to continue supporting with the remaining funds.

OR

- Create a new project to be supported with the remaining Title VI balance.



# New Application



The screenshot shows a web browser window with the title "TITLE VI Menu". The address bar displays "https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/menu.phtml". The page header includes the "No Child LEFT BEHIND" logo, the text "Maine Department of Education Consolidated Application Tool Title VI Rural Low-Income Application For FY 2015 School Year 2014-2015", and the state seal of Maine. A navigation bar contains links: "TO PERFORMANCE REPORT AND APPLICATION SUBMISSION", "TO OTHER APPLICATION YEARS", and "LOG OUT". Below this, it states "You are logged in as: Jim Wilson, Pine Valley School District". The main content area welcomes the user to the "Title VI Rural Low-income Program CFDA# 84.358B Application Website" and identifies the page as the "DATA ENTRY MENU FOR SCHOOL YEAR 2014-2015". A blue arrow points to the "Title VI Application" section, which includes links for "Project Sheets" and "Use of Funds/Allocation Table". Other links include "Site Setup", "Title VI Performance Report for School Year", "Project Performance Sheets", "Use of Funds Table and Selection of Carryover Projects", "Carryover New Project Sheets", "Use of Funds Table with New Carryover Projects", "Print Formated Copy Progress Report", and "Print Formated Copy Application".

**Site Setup**

**Title VI Performance Report for School Year**

- [Project Performance Sheets](#)
- [Use of Funds Table and Selection of Carryover Projects](#)
- [Carryover New Project Sheets](#)
- [Use of Funds Table with New Carryover Projects](#)

**Title VI Application**

- [Project Sheets](#)
- [Use of Funds/Allocation Table](#)

[Print Formated Copy Progress Report](#)

[Print Formated Copy Application](#)

# Project Sheet

File Edit View History Bookmarks Tools Help

Title VI - Rural Low-Incom...

https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/t6\_part2b.phtml

Consolidated Applicati...

1. What is the primary allowable activity that this project is being developed under?

- ☐ Teacher recruitment and retention
- ☐ Class Size Reduction (CSR) programs
- ☐ Teacher professional development for teachers only
- ☐ Educational Technology (Title II-E uses only)
- ☐ Parental involvement activities
- ☐ Activities authorized under the Safe and Drug-Free Schools (Title VIIA uses only)
- ☒ Activities authorized under Title VI
- ☐ Activities authorized under Title III: Language Instruction for Limited English Proficient and Immigrant Students

2. What is the State goal(s) that this project supports?

- ☐ Increase student academic achievement
- ☐ Decreased student dropout rates
- ☒ Improve teacher quality through staff development
- ☐ Support technology use in classrooms
- ☐ Increase parent involvement and
- ☐ Support safe and drug-free schools

3. Project description (what, where and when):

Students struggling with literacy from grades 1 and 2 will be identified through STAR by September 30, 2014. Students identified as performing 2 years or more below grade level will receive individualized small group one-on-one children in each group. Literacy intervention for data is used for 45 minutes. The small group sessions will be facilitated by a literacy coach that will be supported with 80% Title VI funds and 20% State. Students will be assessed on a weekly basis to enable the interventionist to create target data-driven lesson plans for Title VI small group. STAR assessments will be administered on September 30, January 8, and April 3.

4. Outcome(s)/Performance Indicators: (A well-written outcome is realistic, clear, specific and measurable; how will you know your project was successful? Identify the assessment or process you will use to measure progress.)

No later than students will be enrolled in the program from grade 1 into 2 classroom at Acadia Elementary. 80% of all students receiving this intervention will close their literacy achievement gap (performing on or above grade level by 100%).

5. Project Budget:

100-100 Students & Benefits	100-400 Salaries	600 Travel	800 Food/Supplies	700 Equipment	700 Supplies	800 Other	Total
0	0	0	0	0	0	0	0

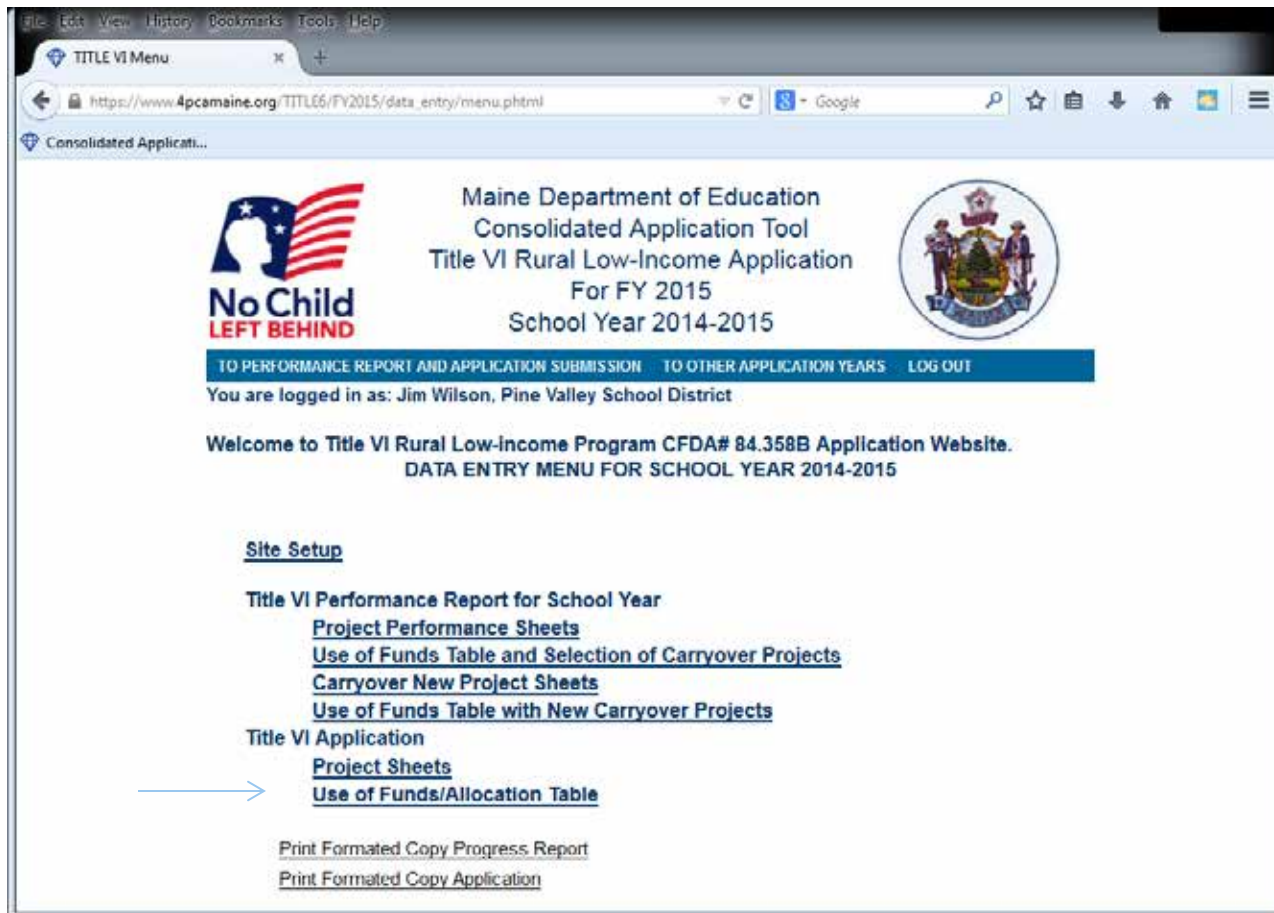
PostUpdate



# Project Sheet

1. Select the NCLB allowable activity.
2. Select the State of Maine goal(s) that the project supports.
3. State the project description. This MUST include a detailed explanation of how services will be provided, by whom, where, and the data used to substantiate the need for the program.
4. Create at minimum one goal that is specific, measurable, attainable, and will increase student achievement.
  - 4a. Include criteria for assessing achievement, growth, and/or readiness.
  - 4b. Provide timeline for project completion.
5. Provide specific details for budget allocations.

# Use of Funds Table





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FILE Edit View History Bookmarks Tools Help

TITLE VI Menu

https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/menu.phtml

Consolidated Applicati...

 Maine Department of Education  
Consolidated Application Tool  
Title VI Rural Low-Income Application  
For FY 2015  
School Year 2014-2015 

TO PERFORMANCE REPORT AND APPLICATION SUBMISSION TO OTHER APPLICATION YEARS LOG OUT

You are logged in as: Jim Wilson, Pine Valley School District

Welcome to Title VI Rural Low-Income Program CFDA# 84.358B Application Website.  
DATA ENTRY MENU FOR SCHOOL YEAR 2014-2015

Site Setup

Title VI Performance Report for School Year

Project Performance Sheets  
Use of Funds Table and Selection of Carryover Projects  
Carryover New Project Sheets  
Use of Funds Table with New Carryover Projects

Title VI Application

Project Sheets  
→ Use of Funds/Allocation Table

Print Formated Copy Progress Report  
Print Formated Copy Application

# Use of Funds Table

File Edit View History Bookmarks Tools Help

TITLE VI Use of Funds/Allo... x +

https://www.4pcmaine.org/TITLE6/FY2015/data\_entry/t6\_part3.phtml

Consolidated Applicati...

The program has transferred the total funding from each project sheet to one of the nine authorized activities as you have posted your pages.

Rural Low Income Authorized Activities	Amount
1. Teacher recruitment and retention, including the use of signing bonuses and other financial incentives, per the No Child Left Behind Act of 2001.	\$ 0
2. Class Size Reduction Position (CSR) Rules as described in part A of Title II, per the No Child Left Behind Act of 2001.	\$ 0
3. Teacher professional development, including programs that train teachers to utilize technology to improve teaching and to train special needs teachers, per the No Child Left Behind Act of 2001.	\$ 0
4. Educational Technology, including software and hardware, as described in part D of Title II, per the No Child Left Behind Act of 2001.	\$ 70000
5. Parental involvement activities, per the No Child Left Behind Act of 2001.	\$ 0
6. Activities authorized under the Safe and Drug-Free Schools program under part A of Title IV, per the No Child Left Behind Act of 2001.	\$ 0
7. Activities authorized under part A of Title I, per the No Child Left Behind Act of 2001.	\$ 79000
8. Activities authorized under Title III, per the No Child Left Behind Act of 2001.	\$ 0
9. Program administration (No more than 4 % of the total grant)	\$ 1000
<b>Totals - Add up to the total allocation.</b>	<b>\$ 150000</b>

[TO MENU](#)

# Project and Budget Guidelines

Supplement, not supplant

Resources:

Maine DOE Federal Grant Fiscal Guidance

USDOE Rural Education Achievement Program

**Chelsey A. Fortin-Trimble**

Rural Education Achievement Program

Maine Department of Education

23 State House Station

Augusta, ME 04333

207-624-6815

[chelsey.a.fortin@maine.gov](mailto:chelsey.a.fortin@maine.gov)